

CULGAITH PARISH COUNCIL

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Blencarn, Penrith
Cumbria, CA10 1TX

Minute of the Meeting Held on Monday 14th May 2018 Victoria Institute, Culgaith, following the Annual Parish Meeting and AGM.

41/18 Present:-

Councillors Caroline Richardson, Jill Hay, Pam Jago, Pauline Toppin, Marjorie Helm, David Witney, Ken Philipson, Philip Hemingway. District Councillor Robin Orchard, County Councillor Claire Driver and Clerk John Fleming
The Chair extended a very warm welcome to newly elected District Councillor, Rob Orchard.
There was one member of the public present.

42/18 Apologies

Cllr Laura Wilson

43/18 Minutes

The Chair was authorized to sign the minutes of the meeting of the Parish Council held on Monday 5th March 2018, as a true record.

44/18 Declaration of Interests

There were none.

45/18 Public Participation

This agenda item was covered in the Annual Parish Meeting.

46/18 County Council and District Council Reports

46.1/18 District Council Report. - District Councillor, Rob Orchard reported that following his recent election he had been appointed to serve on three EDC Scrutiny Committees, Accounts and Governance, Housing and Communities and the overarching Scrutiny Co-ordinating Board. He was also the Councils representative on the Alston Moor Partnership.

He reported that EDC had successfully completed 2017/2018 with a balanced budget and an increased surplus, as it had done so for the last three years; one of the few Councils in the County to achieve this. *(A comment from the Clerk expressed how galling this news was, when the 'Parish Council had had to raise its precept by 15% in order to make financial provision for taking over 25 foot way lights from EDC!)*

The District Council has been engaged in seeking a new Chief Executive to replace Robin Hooper who is standing down at the end of May. The new appointment is Rose Rouse, previously the CEO at Worcester City Council.

46.2/18 County Council Report. – Cllr Claire Driver made reference to the difficulties communities had experience during the winter blizzards. She was pleased to hear how quickly, in the circumstance, residents of Blencarn and Kirkland had had their roads opened. A tribute was made to the recently implemented Emergency Planning Procedures and how well this had responded to support communities during the bad weather. A tribute was also made to the members of the farming community who had assisted in clearing blocked roads.

On health matters, the work of the 'Care in the Community' and 'Community Self Help' was explained, providing clarity on what communities can do to assist in providing enhanced care in the community. More detail is available from Claire on claire.driver@cumbria.gov.uk

47.18 Finance (Incl.Vat)

47.1/18 To note the following balances as at:-	31/3/2018	7/5/2018
	£	£
HSBC Account	934.78	1892.96
Penrith Building Society	9546.92	19046.92
NSI Account	23.47	23.47
Vat to be claimed	431.78	0
Total assets	<u>10936.95</u>	<u>20963.35</u>

47.2/18 Presentation of the 31th March 2017 Year End Accounts

These were tabled and unanimously accepted. Internal Auditor Sandra Harrison to be thanked for her audit of the accounts

47.3/18 Presentation of Interim Accounts - 3^{1st} March to 5th May 2017

These were tabled and unanimously accepted.

47.4/18 The Following Accounts Were Ratified

47.4.1 J Fleming Fee March/April 2018 As per contract	
47.4.2 J Fleming Tel/ Broadband March/April 2018	30.00
47.4.3 Blencarn Village Hall – Room Hire 5/3/2018	10.00
47.4.4 Play Inspection Company	167.88
47.4.5 Angela Hartland – PAYE Year end issues	18.00
47.4.6 Viking – Office Paper	35.86
47.4.7 CALC Subscription	225.00
47.4.8 HMRC PAYE arears	86.84
47.4.9 HMRC PAYE arears	41.76
47.4.10 Mark Binney – Grass Cutting	522.90

47.5/18 Following Accounts for Payment were Approved

47.5.1 J Fleming Expenses – March/April 2018	30.04
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47.6/18 To Report The Following Receipts

47.6.1 NALC Transparency Fund	692.09
47.6.2 Precept and Council Reduction Scheme	10608.00

47.7/18 Transfer – Penrith Building Society to Current Account 9500.00

47.8/18 Online Banking Authorisation 2018 / 2019

This was agreed and signed.

47.9/18 Grant Applications.

Confirmed that grant applications would be considered at the July meeting. An invitation to apply for a grant to be advertised in the June Memo.

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47.9/18 The Annual External Audit

Reported that as the annual income and expenditure for the year 2017/2018 was below £25,000, the Council was exempt from a detailed External Audit; however an Annual Governance and Accountability Return stating this fact, still to be signed and dated by the Internal Auditor and the Chair.

The Chair duly signed, the Internal Auditor having done so at the time of Internal Audit.

48/18 Planning

18/0315 Variation of Condition –

Garage Amendments - Ivy Cottage, Culgaith - Supported.

49/18 Highways and Land Matters

49.1/18 Wall Damage by self-sown trees. – Skirwith.

A quotation for the wall repair had been received from Mark Binney for £296.

Action:- Unanimously decided not to proceed with the repair but to monitor the situation and to review the decision at a later date.

49.2/18 Pothole - Skirwith to Langwathby – This had now been repaired.

49.3/18 Tarn Tree Pruning – Commencement of the work had been delayed, waiting for N W Electricity to turn off the supply to the overhead cables.

49.4/18 Loaning Head Development Name – Culgaith

Reported that the name 'Primrose Hill' had eventually been agreed between EDC and the developers, which had been accepted by CPC.

49.5/18 Culgaith Road Flooding Prior to Newbiggin Crossroads –

Reported to Highways.

49.6/18 Mole Control Policy - Skirwith Green

Concern had been expressed to the Council, over the control of moles, by trapping, on the playground area of the village green, in Skirwith. A detailed and extensively researched case, being put to the Council, at the 'Annual Parish Meeting, stating the view that such a practice compromised the welfare of moles and was unnecessary. A request being made that the Council take steps to ban the activity on its property.

The Council debated the issue at length, taking into account all the points raised by the above parishioner, safety issues relating to the playground and the need for control generally. Finally a compromise was decided upon, in which the Council confirmed that it could see no need for the control of moles on the Village Green generally, except for the playground area, by legal means.

The management of the playground area was delegated to the Skirwith Playgroup Committee, and the Council gave permission for moles to be controlled, by trapping, in this area, as this Committee considered appropriate and necessary.

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49.7/18 Redundant Telephone Kiosks in Culgaith and Blencarn

The plan to have these boxes removed had been publicised in a recent issue of the Memo with no public comment.

Action:- A unanimous decision was made to request that these redundant kiosks be removed, including the concrete bases. The Village Green in Blencarn being reinstated as grass and the pavement in Culgaith being reinstated with tarmac, with there being no trip hazard left in either location.

49.8/18 Skirwith Green Waste Skip.

As experienced in previous years, this skip is filling up within 48 hours of arrival each month; another problem being the irresponsible use by some parishioners. The provision of this facility is primarily for light garden waste, not large tree and shrub branches.

Action: Agreed to look into the possibility of acquiring an additional skip and also to make mention in the Memo the importance of only using the facility for light garden waste.

50/18 Devolution and Transfer of Assets from District to Parish Councils

A revised legal document, prepared by NALC, was tabled which was now considered by NALC and CALC as a document that Parish Councils could sign.

Action:- Unanimously agreed to sign this legal agreement whereby the Parish Council took over ownership and responsibility for the 25 'Accepted' footway lights in the Parish, from the date of the agreement.. The lights being put on an 'All Risks' insurance cover, from that date. It was also agreed to accept the maintenance and electrical supply contract, offered by EDC, until 31st March 2022.

51/18 Data Protection

It was confirmed that steps had been taken for the Council to conform with the new GDPR .

The following were tabled at the meeting:-

- CPC Data Protection Policy
- CPC Privacy Notice – For Staff, Councillors and Role Holders
- CPC General Privacy Notice – For Members of the Public
- A revised CPC E Mail Signature
- CPC Data Protection Consent Form

It was agreed to adopt the above documentation

Councillors and the Clerk agreed to sign the Data Protection Consent Form, even though, whether it was necessary for them to do so or not, was in question.

It was agreed that the Data Protection Policy, Privacy Notice – For Staff, Councillors and Role Holders and the General Privacy Notice – For Members of the Public, would be published on the CPC website.

Agreed that the Council's Data Protection Policy would be reviewed annually.

In order to assess the implications for the Parish, Cllr C Richardson attended a meeting in Penrith, on the 7th May, with Highways England. This was in connection with the traffic diversions that will be necessary as a result of extensive road reconstruction works, planned for later this summer, on the Low Moor to Kirkby Thore section of the A66, when the road will be closed for a lengthy period.

It was decided to invite Steve Mason, Senior Project Manager – Cumbria & North Lancashire, Highways England, to the July meeting to update the Council on the implications for the Parish.

53/18 Correspondence

A revised copy of the NALC Standing Orders 2018 was tabled.

Action:- Cllr C Richardson agreed to compare this revised document with the March 2014 version, currently adopted by the Council, before recommending or not, its adoption at the July meeting.

54/18 Councillor Matters An opportunity for Councillors to raise issues on behalf of residents.

Note: no decisions can be made on these matters but they may be placed on a future agenda of the Council.

54.1/18 Pinfold Parking

Concern was expressed regarding a vehicle being parked on the ‘Pinfold’ in Culgaith recently. The meeting was reminded that this is an historic area, where stray sheep were penned prior to being claimed, It is not a lay by.

Action:- Decided to monitor the situation.

54.2/18 Kirkland to Skirwith Road Potholes.

Attention was drawn to the, quite severe potholes that had appeared on the Kirkland to Skirwith road.

Action:- To report to Highways.

55/18 Dates and Venues of Future Meetings

Monday 2nd July 2018 – Skirwith

Monday 3rd September 2018 – Blencarn

Monday 5th November 2018 - Culgaith

Monday 7th January 2019 – Skirwith

Monday 4th March 2019 – Blencarn

Monday 13th May 2019 – Culgaith

(Annual Parish Meeting/AGM/May meeting

This meeting will be followed by the AGM and May Council Meeting.

The meeting closed at 9.20pm.

Signed _____

Date _____